

Forms & Fees

Application Forms are available in our offices or online at:

<http://www.louisvilleky.gov/ipl/Construction+Review/Permit+Applications+and+Forms.htm>

A submittal should include a completed application form and drawings to explain the project. Refer to the residential checklist:

<http://www.louisvilleky.gov/NR/rdonlyres/9287CA8B-BE4E-4854-9FDA-B5F0E5109373/0/ResidentialPlanReviewChecklist2010.pdf>

Fees are noted on the application forms and posted on our website at:

<http://www.louisvilleky.gov/ipl/Construction+Review/Permit+Fees.htm>

Plumbing Permits are obtained from the State Department of Housing, Buildings, & Construction Division of Plumbing. Their forms, regulations, and contact information can be found on their website: <http://dhbc.ky.gov/Plb/Pages/default.aspx>.

Inspections

All permits require inspections by our department to ensure that all applicable code requirements have been met and that the project has been constructed according to the approved plans.

The number of inspections varies according to each project but generally occur at foundation stage, framing or "rough-in" stage, and a final inspection.

It is the responsibility of the permit holder to notify the department when the work is ready for inspection

*The Division of Construction Review,
Develop Louisville administers the
construction review process to
protect the health, safety, and welfare
of the community by reviewing and
inspecting newly constructed and
altered buildings and structures for
compliance with the Kentucky
Building Code.*



LOUISVILLE METRO
GOVERNMENT
Construction Review,
Develop Louisville

Metro Development Center
444 S. Fifth Street
Louisville, KY 40202
Phone: 502.574.3321
Fax: 502.574.3997

[www.louisvilleky.gov/ipl/
Construction+Review](http://www.louisvilleky.gov/ipl/Construction+Review)

**Need A Permit For
That?**



**HOMEOWNER'S
PERMIT TOOLBOX:
ELECTRICAL WORK**

A QUICK GUIDE TO PERMITTING YOUR
RESIDENTIAL ELECTRICAL PROJECT

In LOUISVILLE METRO



What is A Permit?

A permit gives you legal permission to start construction on a building project in accordance with approved plans. These are required by local Ordinance and the Kentucky Building Code.

When do you need a Permit?

The Kentucky Building & Residential Codes require a permit to construct, enlarge, remodel, or change occupancy of a building, or to erect, install, alter, repair, remove, convert or replace any electrical, gas, mechanical, or plumbing system.

If the project involves alterations to other building components a building permit, hvac permit, etc may be required.

Penalties

Due to the dangerous nature of this work, penalties are high. Anyone found performing electrical work within Louisville Metro without a required electrical permit or performing work determined to be an imminent danger to life or property is subject to a penalty of \$100,000 for the first offense and \$200,000 for each subsequent offense.

Permits ARE required for:

Adding or extending a new circuit and/or wiring for appliances such as air conditioners, hot tubs, light fixtures, etc

Installing/adding receptacles or light fixtures where one did not exist already

Installing/adding a new electrical panel

Restoring electrical service after it has been interrupted because of a hazardous condition

Wiring any new structure such as a house and including garage, utility sheds, etc

NOTE: the new National Electrical Code 2014 has specific requirements for ARC fault and GIS circuits

Permits are NOT required for:

(The code allows for minor repair work to not require a permit, however work should still conform to NFPA 70 – the National Electrical Code)

Replacing a receptacle where one already exists

Replacing a faulty circuit breaker with a new one of same size and type

Replacing or changing a light fixture

Installing phone lines, coaxial cable, low voltage cabling

Who can apply for an Electrical Permit?

Electrical Permits may be issued to either the property owner or a licensed & identified electrician. For a homeowner permit:

Electrical work must be done for primary residence only

Homeowner must provide identification and proof of property ownership

Homeowner must perform the work themselves

The property cannot be rental or commercial

Homeowner must sign and submit homeowner's affidavit

Using a licensed electrician is always recommended

Search for contractors that are properly identified with the department

here: <http://portal.louisvilleky.gov/codesandregs/contract-or-report>

Restoration of power after a storm, flood, etc

In the event of a natural event, or event beyond the homeowner's control, causing a power outage there are several steps for restoring power. Ultimately LG&E requires that the Department inspect and approve the condition of the service equipment prior to restoring power.

First, it needs to be determined what needs to be done to effect any repair. If there was damage a permit will be required for repair work. If it appears there is no damage the Department will still need to inspect the service connections and advise LGE to restore service. A licensed electrician can help you ascertain this.

If no repair is required call the department at 574.3321 to schedule an inspection. If repair is required the normal permitting procedures apply unless a special procedure has been set up for a widespread failure event.